

FACILITY USAGE POLICY
NON-MEMBER INDIVIDUALS, GROUPS, ORGANIZATIONS

Immanuel Baptist Church

December 2019

Immanuel Baptist Church's Facility Usage Philosophy

The church's facilities were provided through God's benevolence and by the sacrificial generosity of Immanuel Baptist Church (hereafter IBC) members. The church desires that its facilities be used for the fellowship of the body of Christ and to bring God glory. We make our facilities available to individuals, groups, and organizations not associated with IBC as a witness to our faith, in a spirit of Christian charity, and as a means of demonstrating the Gospel of Jesus Christ in practice. IBC recognizes it serves a necessary role in the community and desires to foster good relations with our neighbors and community.

We recognize that not all religious and non-religious individuals, groups or organizations that desire to use our facility will agree with our positions on various moral issues or doctrinal beliefs, and it is not our desire to limit facility usage only to those who agree with us.

Requests for usage of any facility owned or controlled by IBC must be submitted to the pastor, board of elders, or deacons. Approval of any application will be determined by the church leadership.

The church may not in good conscience materially cooperate with or facilitate any activity or promotion of beliefs that are contrary to core teachings that constitute what we understand to be non-negotiable articles of our faith. Allowing its facilities to be used for purposes inconsistent with the church's beliefs would be material cooperation with that activity, and would be a grave violation of the church's faith and religious practice. (2 Cor 6:14; 1 Thess 5:22). Furthermore, permitting the improper use of any facility owned or controlled by IBC could cause confusion and scandal to church members and the community because they may reasonably perceive that the church agrees with the beliefs or practices of the persons or groups using its facilities.

What follows are those specific doctrinal and moral articles of our faith that are not to be repudiated, criticized, or in any other way disparaged by those using our facilities:

ARTICLES OF FAITH

Section 1. The Holy Scriptures

We affirm the verbal, plenary inspiration of the sacred Scriptures, consisting of the 39 books of the Old Testament and the 27 books of the New Testament, and that all Scripture is both inerrant and infallible in the originals. (Jude 3; 2 Peter 1:20-21; 2 Timothy 3:16)

Section 2. God

We affirm there is one God, Who is self-existent, infinitely perfect in all of His attributes, existing eternally in three persons (Trinity): God the Father, God the Son, and God the Holy Spirit. (Isaiah 45:5-7; Matthew 5:48; 28:19)

Section 3: Jesus Christ

We affirm Jesus Christ is true God and true man. As true God He is eternal, infinitely perfect in all of His attributes, existing eternally and co-equal with God the Father and God the Holy Spirit and born of the virgin Mary. He died upon the cross, the just for the unjust, as a substitutionary sacrifice, and all who repent and believe in Him are justified on the basis of His shed blood. He arose from the dead in His literal body on the third day according to the Scriptures, and is seated at the right hand of the Majesty on high as our great High Priest. He will come again to establish His kingdom of righteousness and peace. (Matthew 26:64; Philippians 2:6-11; Luke 1:36-38; 1 Peter 3:18; Hebrews 2:9; 8:1; Romans 5:9; Acts 2:23-24)

Section 4: The Holy Spirit

We affirm the Holy Spirit is a divine Person, eternal, possessing all the divine excellencies, co-eternal with God the Father and God the Son, and is of one essence with the Father and Son. At salvation the Spirit seals the believer and is our guarantee of eternal life, and the Spirit indwells, guides, teaches, and empowers the believer, and convicts the world concerning sin, righteousness, and judgment. (John 14:15-18; 16:8; Acts 4:1; 5:3; 1 Corinthians 2:10-13; 12:11; 2 Corinthians 13:14; Ephesians 1:13-14; 4:30; Matthew 28:19; Isaiah 40:13-14)

Section 5: Man Created Male and Female

We affirm mankind was created in the image and likeness of God. Man fell through disobedience, and as a result incurred both physical and spiritual death. All men and women are born with a sinful nature, are separated from God, and can be saved only through the atoning work of Jesus Christ. The fate of the impenitent and unbelieving is conscious, eternal torment in hell. The believer will enjoy everlasting peace and bliss in heaven. (Genesis 1:27; Romans 3:23; 1 Corinthians 15:20-23; Revelation 21:1-4, 8)

Section 6: Salvation

We affirm salvation is wholly of God by grace, provided through Jesus Christ for all men, appropriated by faith and repentance, and not on the basis of works or human merit. All those who have been regenerated by the saving power of God are kept eternally secure in and by the Holy Spirit. (John 1:12; Ephesians 1:13-14; 2:8; Titus 3:4-7; 1 Peter 1:17-19)

STATEMENT CONCERNING MARRIAGE, GENDER, AND SEXUALITY

- 1.1 The Creation of Male and Female. In Genesis 1:26-27 Scripture states that God created both male and female in his image and after his likeness. Their biological, genetic identity at creation was male and female, and this identity is true of all males and females. Therefore, we reject any redefinition or alteration of males and females by whatever means for the purpose of re-orienting their sexual and gender identity. Furthermore, we reject the legitimacy of any and all LGBTQ+ identities or communities and consider such to be contrary to God's creative purpose for the genetic identity and roles of males and females.

- 1.2 The Pro-creation Mandate. In Genesis 1:28, God commanded the male and female to “be fruitful and multiply.” This mandate sets forth the distinct gender identity of male and female, and their proper sexual relationship. Any expression of human sexuality that is not within the context of marriage between a genetic male and female is contrary to Scripture.
- 1.3 Statement on Marriage. According to Genesis 2:24-25 God established the institution of marriage in which a genetic male and genetic female come together in a covenant relationship. Jesus reaffirms this truth in Matthew 19:1-12, where he quotes Genesis 1:27 and 2:24 in response to the problem of divorce. In accordance with Scripture, we affirm that a monogamous marital union between one genetic male and one genetic female is God’s design for marriage, and reject contrary expressions including, but not limited to polygamy, bigamy, or polyamory.
- 1.0 Requirements for usage of all facilities owned or controlled by IBC.
 - 1.1 Carefully read the Facilities Usage Policy.
 - 1.2 Complete the application.
 - 1.3 Meet with the pastor or any other designated church representative to review the application.
 - 1.4 Outside groups, persons, or organizations who desire to use any facility owned or controlled by IBC on a short term or long term basis must be in compliance at all times with the requirements of the Facilities Usage Policy.
 - 1.5 Facilities, equipment, all other property owned or controlled by IBC shall be used on an “as is” basis.
 - 1.6 Usage of any and all facilities may be denied or terminated under the following conditions:
 - 1.6.1 Outside group, person, or organization is not, or ceases to be in compliance or agreement with IBC’s Facility Usage Policy.
 - 1.6.2 It is discovered that applicant(s) provided false information on the application.
 - 1.6.3 Outside group, person, or organization is not or ceases to be in compliance with any section of this policy.
 - 1.6.4 Applicant engages in or permits behavior or teachings that conflict with the Facility Usage Policy.

1.7 Only the person or assigned representative of a group or organization completing the application (first party) is permitted to secure the facility. If the first party needs to be replaced by a second party, a request in writing to that effect must be submitted to the church for review. The second party must be in compliance with all the conditions of the application, and indicate so in writing.

1.8 No application can be made by a first party for a second party.

2.0 Fees/Security Deposit

The fees IBC charges are to cover the costs of ministry to the community by making the facilities available, and not for profit.

2.1 Long term usage. Long term usage is any regular, ongoing usage extending beyond three months. Such usage is not to be interpreted or implied to be a lease arrangement. IBC reserves the right to end the long term usage arrangement at any time. Fees, if any, for long term usage shall be determined by the Board of Deacons prior to making application. A security deposit of five-hundred (\$500) dollars is required at the time of approval of the application, and is refundable within thirty (30) days following from the date usage of the facility is discontinued.

2.2 Short term. Short term usage is any regular, ongoing usage limited to three months or less. A security deposit of five-hundred (\$500) dollars is required at the time of submitting and approval of the application, and is refundable within thirty (30) days following from the date usage of the facility is discontinued.

NOTE: If an organization, group, or individual is in financial hardship and cannot pay the initial deposit, IBC may be petitioned to consider a payment schedule in order to meet the deposit requirement.

3.0 Financial Liabilities

3.1 Outside groups, persons, or organizations shall be financially liable for damage to or loss of any and all facilities and/or its contents

4.0 Standards of Conduct

4.1 IBC reserves the right to determine what activities are acceptable in any facility. Behavior including, but not limited to, smoking, drinking, use of illegal drugs or misuse of prescription medications is prohibited.

4.2 Music or any other form of entertainment deemed inappropriate by IBC is prohibited.

- 4.3 Disturbing the peace is prohibited.
- 5.0 Church Priority Over Usage of All Its Facilities
- 5.1 All ministries and functions of IBC take priority over all other events or activities.
- 5.2 In the event temporary or regular usage has to be interrupted so as to facilitate a ministry or function of IBC, every effort will be made to provide those affected with alternative usage options.
- 5.3 If usage has to be terminated, fees that have been paid will be prorated (if applicable) and a refund on the balance will be issued. The cleaning deposit will be refunded within thirty (30) days following the last day the facility is used, less any cleaning costs, repairs, or replacement of property incurred by the applicants.
- 6.0 Settlement of Disputes
- 6.1 The church believes disputes are to be worked out between parties without recourse to the courts. See, generally, Matthew 18 and 1 Corinthians 6. Accordingly, users of the facility agree to attempt resolution of any disputes through Christian mediation.
- 7.0 Insurance and Indemnification
- 7.1 Indemnification. In consideration of the acceptance of this agreement, individuals, groups, or organizations requesting use shall not claim any damages from IBC in connection with or on account of any injuries or damages arising in or on the property while being used by individuals, groups, or organizations and their members, guests, or clients. Individuals, groups, or organizations further agree to indemnify and hold harmless the IBC and its officers, agents, and employees from any and all claims or damages in connection with the use of the property by individuals, groups, or organizations and their members, guests, or participants.
- 7.2 Insurance. For all non-church-sponsored events, the individual, group or organization using the facilities must warrant that it carries General Liability, Medical, Auto Liability with minimum limits of liability in the amount of \$1,000,000. The Church shall also be named as an additional insured on a primary basis on the general liability coverage. A certificate evidencing such insurance shall be furnished to the IBC along with the completed application.

Failure to maintain coverage will result in the termination of this policy and the usage of any and all facilities owned or operated by IBC.

- 7.3 Approved groups, organizations, and individuals who use facilities owned or controlled by IBC for activities involving minors must either provide proof that background checks have been conducted on all adult workers, or sign a statement affirming that such checks have been conducted.

Any false information given regarding background checks, or failure to register workers may result in the termination of any and all usages of the facility. Any action taken shall be decided at the discretion of the leadership of IBC.

- 7.4 Usage of all facilities owned or controlled by IBC organizations, groups, individuals must sign a waiver excluding IBC from any liability for loss of personal property.

8.0 Restrictions

- 8.1 IBC reserves the right to deny usage of any and all facilities and property owned or controlled by IBC to any applicant.

- 8.2 Groups, individuals, organizations are restricted to only those areas of the facility that they have requested to use.

- 8.3 Usage of food and beverages in any areas to be used must be approved.

9.0 Revisions to This Policy

IBC reserves the right to revise this policy in part or whole as it deems necessary. Any individual, group, or organization currently using any facility owned or controlled by IBC will be required to be in compliance with such changes. Failure to do so will result in either the denial of the application or termination of current usage.

10.0 Cleaning/Facility Care

- 10.1 Leave all areas used in the same or better condition than when found.

- 10.2 Clean up after usage of the occupied areas.

- 10.3 Usage of the kitchen

10.3.1 Usage of the griddle/stove is prohibited. Exceptions may be considered upon approval of IBC.

10.3.2 All kitchen equipment (pots, pans, utensils, etc.) must be thoroughly cleaned and returned to their original location.

10.3.3 No consumable supplies owned by the church (paper towels, plastic utensils, etc.) may be used. Outside groups, individuals, organizations must provide their own consumables.

10.3.4 Usage of food, coffee, tea, and other beverages owned by the church is prohibited.

FACILITY USAGE APPLICATION

State briefly state the purpose for usage

Describe which church facilities you are requesting use of and the purpose for which you intend to use the facilities (circle all that apply):

Kitchen

Gym

Classroom(s)

Auditorium

Youth room

Short term usage start and stop dates: _____

Time requested: _____

Long term usage starting date (and ending date if known):

Time Requested: _____

Insurance Information

The group or person using the facilities must warrant that it carries General Liability, Medical, Auto Liability with minimum limits of liability in the amount of \$2,000,000. The Church shall also be named as an additional insured on a primary basis on the general liability coverage. A certificate evidencing such insurance shall be furnished to the Church upon contract signing.

Insurance Company: _____

Name of Agent: _____

Agent’s Phone Number: _____

Insurance is currently in force? YES _____ NO _____

Certificate on file with application: YES _____ NO _____

Usage Involving Minors

All adults who will be working with minors in or on any facility or property owned or under the control of Immanuel Baptist Church must have completed a background check, and are legally approved to work with and be in the presence of minors.

Wedding Usage

If you are requesting use of the church’s facilities for a wedding and/or wedding reception, there is a separate Wedding Policy and Application that is required.

I affirm that:

1. I understand the church does not allow its facilities to be used in any way that conflicts with its faith. To the best of my knowledge, the purpose for which I am requesting use of church facilities will not conflict with or be in violation of the church’s faith, beliefs or moral teachings.
2. I understand I will need to provide a certificate of insurance (naming the Church as an additional insured) for at least \$ 1,000,000 of coverage at the time of my submission of the Facility Usage application.
3. I understand application to use these facilities is subject to the church’s approval, which is conditioned in part on my agreement to the requirements in the Facility Use Agreement.
4. I understand I will be responsible for any damages to the church facilities resulting from this proposed use of facilities.
5. The church believes disputes are to be worked out between parties without recourse to the courts. See, generally, Matthew 18 and 1 Corinthians 6. Accordingly, users of

the facility agree to attempt resolution of any disputes through Christian mediation.

6. All adults working with minors have undergone a background check and are cleared to work with minors.

7. I have read the entire Facility Usage Policy and understand I will not engage in any behavior, or promote teachings, beliefs, ideas that conflict with this church's Articles of Faith and Statement Concerning Marriage, Gender, and Sexuality.

Individual, Organization or Group Name: _____

Group or Organization Representative's Name: _____

Representative's Signature: _____

Date: _____

Contact Information:

Name: _____

Address: _____

Phone Number: _____

Email Address: _____

Application Approved By: _____

Position: _____ Date of Approval: _____

Fee for usage:

Fee payment schedule/due date:

_____ Weekly

_____ Monthly

Deposit paid: _____ Date paid: _____